Rose Hill Manor Park Rental Agreement

You, the renter, will be responsible for:

- Reading and adhering to Rose Hill Manor Park "Park Rental Rules and Procedures"
- Leaving rental areas in the same or better condition than found
- Damages to property resulting from use
- Rule violations or acts committed by you or your guests while on park grounds.
 Members of your party involved in unacceptable behavior will be asked to leave immediately, or the rental will be terminated and may result in loss of deposit.

I have read and fully understand the above agreement as it relates to my rental of the Rose Hill Manor Park grounds. I agree to abide by said agreement and accept full responsibility to assure that my group and I comply.

Failure to observe any of the Rose Hill Manor Park Rules and Procedures, or any park regulations, may result in loss of my security deposit. The Frederick County Division of Parks and Recreation reserves the right to exclude any group from future rentals of division facilities based on a violation of any of its rules and procedures.

Any property damage or breakage resulting from my reservation may be charged against my security deposit. If the security deposit does not cover full costs, I will be billed for the difference owed to the Frederick County Division of Parks and Recreation. Staff will inspect grounds prior to and after use.

| Signature of the Renter | | Today's Date | |
|-------------------------|------------|--------------|--|
| Printed Name of Renter | | | |
| Date of Rental | Start Time | End Time | |

(04/26/10)

Rose Hill Manor Park Rental Rules and Procedures

Alcohol

- An alcohol permit must be obtained for any consumption of alcohol.
- Permit holder must be 21 years of age.
- Alcohol use, without permit, will result in a possible citation and loss of security deposit.

Cancellations

- The Frederick County Division of Parks and Recreation reserves the right to cancel reservations due to extreme weather conditions that might cause damage to the facilities.

Capacity

- Rose Hill Manor Park will accommodate up to 150 people per reservation.

Dumptsers

- If a dumpster is required, the specified location for placement is at the front slab of Bank barn #16

Emergencies

- In case of emergencies please follow the procedures posted on the bulletin board outside of manor.

Lost and Found

The Division is not responsible for any personal property left in the nature center or on park grounds. You may call 301-600-2743 to inquire about lost items.

Parking

- Renters are responsible for the additional rental of a parking area for their group.
- Groups may rent the west field for \$300.00 (R)/\$450.00 (NR) for parking.
- Groups may rent half of the east field, at an adjusted rate of \$225.00 (R)/\$412.50
- Use of Governor Thomas Johnson High School parking lot is prohibited, unless prior arrangements are made through the school.

Portable Toilets

 It is suggested that you rent portable toilet facilities if you have groups of 100 or more. Group would be responsible for any additional portable toilets.
 Parks & Recreation has 2 portable toilets for use, but group will be required to pay "pumping" fees.

Rental/Personal Items

- All rented/personal items may be delivered to the rental area no earlier than the day prior to the event. (Example: Rented day is Sat. Items may be set up on Fri.)
- All rented/personal items must be removed no later than one day following the reserved date. (Rental is Sat. Items to be removed Sun.).
- All rented items remaining on premises past removal date will incur the additional daily rental fees for the impacted area.

Security Deposit / Damages

- A security deposit of \$400.00 will be charged along with rental fees.
- Any damages to the property that occur during the rental will be deducted from the security deposit.
- All costs for damage exceeding the security deposit will be the responsibility of the renter.
- Security deposits will be returned within 30 days from the date of the rental if no damage has been assessed.

Tents

- Tents up to a maximum of 1000 sq. ft. are permitted on the property.
- Renter must provide tent information (size, provider, set-up and removal times) prior to the reserved date.

(04/26/10)